DOCUMENT RESUME

ED 421 900 FL 801 248

AUTHOR Florez, MaryAnn Cunningham
TITLE Adult ESL Literacy Resources in the ERIC System.
INSTITUTION National Clearinghouse for ESL Literacy Education, Washington, DC.; Adjunct ERIC Clearinghouse for ESL Literacy Education, Washington, DC.
SPONS AGENCY Office of Educational Research and Improvement (ED), Washington, DC.
PUB DATE 1998-00-00
NOTE 5p.
CONTRACT RR93002010
PUB TYPE ERIC Publications (071)
EDRS PRICE MF01/PC01 Plus Postage.
DESCRIPTORS *Access to Information; *Adult Education; Information Retrieval; *Information Services; Information Sources; *Information Systems; *Literacy Education; Online Searching; Reference Materials; Reference Services; *Search Strategies; World Wide Web
IDENTIFIERS *ERIC; ERIC Clearinghouses; National Clearinghouse for ESL Literacy Education

ABSTRACT

The guide provides a quick reference to the database, services, and additional resources of the ERIC System that may be of use in adult English-as-a-Second-Language (ESL) literacy work. It first explains the role of the National Clearinghouse for ESL Literacy Education, then describes the ERIC database and the kinds of adult ESL literacy materials contained in it, outlines a strategy for planning a database search, lists common descriptors used in the database for adult ESL concepts, and lists points of access to the ERIC system, including electronic mail and World Wide Web addresses, print resources, services for obtaining print copies of materials, and ACCESS ERIC, the agency that coordinates the ERIC system's outreach, dissemination, and marketing functions and provides general reference and referral services. (MSE) (Adjunct ERIC Clearinghouse on Literacy Education)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED 421 900

NCLE fact sheet

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)
This document has been reproduced as received from the person or organization originating it.
☐ Minor changes have been made to improve reproduction quality.
• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

ERIC

Adult ESL Literacy and the ERIC System Resources

prepared by MaryAnn Cunningham Florez

The Educational Resources Information Center (ERIC) system is a nationwide information network of clearinghouses coordinated by the U.S. Department of Education's National Library of Education. It provides information and materials about education topics to educators, parents, and the public.

The National Clearinghouse for ESL Literacy Education (NCLE) is an adjunct clearinghouse within this system. NCLE provides information, resources, and referrals on teaching English as a second language to adults. Contact NCLE or visit its web site for a list of publications and services.

National Clearinghouse for ESL Literacy Education (NCLE)
4646 40th Street, NW
Washington, DC 20016-1859
Tel: 202/362-0700, x200 Fax: 202/362-3740
E-mail: ncle@cal.org
World Wide Web: http://www.cal.org/ncle

ERIC Database and Adult ESL Literacy Materials

At the center of the ERIC system is the ERIC database. The world's largest education database, it contains over 950,000 bibliographic records and full-text documents related to education, including such materials as conference proceedings, research reports, and curriculum guides—many on topics in adult ESL literacy and instruction.

The database can be searched any number of ways, through various interfaces. You can search it at libraries and other educational institutions, on-line via CD-ROMs, or via on-line public access catalogs. You can also access the database via the Internet (See "ERIC on the World Wide Web" below). Keep in mind that different search mechanisms will have different features and limitations, such as the extent of the database available for searching or the variety of criteria to be used for searching. These differences will greatly affect the success of your search, whether you are new to searching the ERIC database, or you are an experienced user desiring a highly specific search.

FL 801248

Planning a Search Strategy

Define the topic in your own words.

> *I want to locate curriculum units on citizenship for adults learning English as a second language.*

Divide the topic into its major components. These components will generally be the key words or concepts that you will use to construct your search.

> *citizenship, adults, ESL, curricula*

Use the*Thesaurus of ERIC Descriptors* to locate subject descriptors that best represent the components of your topic. The*Thesaurus of ERIC Descriptors* lists all the terms used by the ERIC system to describe and index each of the abstracts of the documents and journals in the database. The search interfaces do not require use of ERIC descriptors only. Some interfaces provide pull-down menu choices for the field to be searched (author, title words, journal name, etc.) Use of ERIC descriptors may simply help refine your search and accurately target each step in the search process.

> *Relevant ERIC descriptors: citizenship education, adult, education, adult programs, English (Second Language), limited English speaking, non English speaking, curriculum guides*

Combine your components in a search strategy to extract the documents that you need. All search interfaces for the ERIC database are based on Boolean logic. Boolean logic allows you to combine multiple concepts in a way that will retrieve a specific set of documents from the database. It employs three primary operator terms that enable you to define the way in which the terms or concepts are combined: "and", "or", and "not." Using "and" to join your terms ("adult education *and* English as a Second Language *and* reading skills") will result in a set of documents in which each individual document contains all the terms. Using "or" to join your terms ("adult education *or* English as a Second Language *or* reading skills") will result in a set of documents in which each document contains at least one of the terms, but not necessarily all. In general, using "and" restricts the results and using "or" broadens them. Using "not" eliminates terms or concepts you specifically don't want included.

> *citizenship education* ***and*** *adult education* ***or*** *adult programs* ***and*** *English (Second Language)* ***or*** *limited English speaking* ***or*** *non English speaking* ***and*** *curriculum guides* ***not*** *secondary education*

Refine your search, if necessary. Too many documents in your results? You can also limit the search by specifying a publication type such as research report or curriculum guide, narrowing the dates of publication, or reducing the descriptors that you use. Too few documents? Add more descriptors or descriptive terms for each concept in your topic.

> *citizenship education and adult education or adult programs and English (Second Language) or limited English speaking or non English speaking and curriculum guides* ***or instruction or curriculum development*** *not secondary education*

Following are some of the most common descriptors used when searching for materials about adult ESL literacy and instruction. These terms can be combined and used with other topic terms to expand or limit your search to materials relevant to adult ESL literacy instruction. They are not an exhaustive list of descriptors, but they can get you started in your search for ERIC documents about adult ESL.

Common Adult ESL Descriptors for Concepts:		Related Descriptors:
adult basic education	English (second language)	assessment
adult education	limited English speaking	evaluation methods
adult literacy	non English speaking	curriculum guides
adult programs	second language instruction	program evaluation
literacy education	second language learning	professional development
migrant adult education	vocational English (second language)	workplace literacy
adult learning		

When you have extracted the documents that you want, you will be provided with an abstract for each document. This abstract will contain reference information about the document (title, author, sponsor, publication data, ordering information, length, etc.), a brief description of the document's contents, and a list of the ERIC descriptors assigned to it. You can use this abstract to decide if you want to view the document in its full-text version.

Quick References for Accessing ERIC

ERIC via E-Mail

AskERIC e-mail question and answer service: askeric@ericir.syr.edu

Send a message requesting education information to AskERIC and receive an individualized response with ERIC database searches, ERIC digests, and Internet resources within 48 hours

ERIC on the World Wide Web

ERIC: http://www.aspensys.com/eric/

The starting point for information on and links to the ERIC system on the World Wide Web has links to all clearinghouses and other components of ERIC.

ERIC Clearinghouse for Adult, Career, and Vocational Education: http://ericacve.org/

The clearinghouse devoted to general adult education (not specifically adult ESL education)

ERIC Clearinghouse on Languages and Linguistics: http://www.cal.org/ericcll/

The clearinghouse devoted to languages, language learning, and linguistics (including ESL)

ERIC digests: http://www.ed.gov/databases/ERIC_Digests/index/

a searchable, full-text collection of over 1,800 ERIC digests added to the database since 1992

Search ERIC options: http://ericae.net/search.htm

links to various search interface options via the ERIC Clearinghouse for Assessment & Evaluation

ERIC Document Reproduction Service (EDRS): http://edrs.com

search for and order full-text copies of documents in paper, microfiche, or electronic formats

Directory of ERIC Resource Collection: http://ericae.net/derc.htm

a list of over 1000 organizations offering access to the ERIC collection, usually in microfiche

ERIC in Print

All About ERIC - free copies available from ACCESS ERIC or any ERIC component
brochure describing various aspects of ERIC, including searching the database

Resources in Education (RIE) - available from Government Printing Office at (202)512-1800
monthly announcement of current education-related documents (ED numbers)

Current Index to Journals in Education (CIJE) - available from Oryx Press at 800-279-ORYX
monthly announcement of current education-related journal articles (EJ numbers)

Directory of ERIC Resource Collections - free copies available from any ERIC component
list of over 1000 organizations offering access to the ERIC collection, usually in microfiche

Thesaurus of ERIC Descriptors - available from Oryx Press at 800-279-ORYX
list of descriptive terms used by ERIC to index and search documents in its database

Copies of ERIC Documents or Journal Articles

Citations in ERIC represent both documents (indicated by an ED prefix to their identification number) and journal articles (indicated by an EJ prefix to their identification number).

Copies of full-text ERIC documents (citations with ED numbers) can be purchased through:

ERIC Document Reproduction Service (EDRS)
7420 Fullerton Road, Suite 110
Springfield, VA 22153-2852
Tel: 800-443-3742 or 703/440-1400
Fax: 703/440-1408
E-mail: service@edrs.com
WWW: http://www.edrs.com

Copies of journal articles (citations with EJ numbers) can be obtained from the journal's publisher or borrowed from a subscriber to the journal, or purchased from reproduction services such as:

The UnCover Company
3801 East Florida Avenue, #200
Denver, CO 80210
Tel: 800-787-7979 or 303/758-3030
E-mail: uncover@carl.org
WWW: http://uncweb.carl.org/

UMI Information Store
500 Sansome Street, Suite 400
San Francisco, CA 94111
Tel: 800-248-0360 or 415/433-5500
E-mail: orders@infostore.com
WWW: http://www.umi.com/infostore

ACCESS ERIC

ACCESS ERIC coordinates ERIC's outreach, dissemination, and marketing, providing general reference and referral services.

1600 Research Boulevard, 5F
Rockville, MD 20850-3172
Tel: 800-538-3742 or 301/251-5789
Fax: 301/309-2084
E-mail: acceric@inet.ed.gov

This report was prepared with funding from the U.S. Department of Education, Office of Educational Research and Improvement, under contract no. RR 93002010. The opinions expressed in this report do not necessarily reflect the positions or policies of ED.

Visit NCLE on the World Wide Web at www.cal.org/ncle.

6/98